

ILLEGIB

PROCUREMENT MANAGEMENT STAFF, OL
WEEKLY REPORT
Period Ending on 2 December 1986

1. Status of Tasks Assigned by Senior Management:

No tasks pending.

2. Major Events That Have Occurred During the Preceding Week:

a. CONIF Activity:

NO The number of CONIF inputs was significantly reduced this past week to 92 contracts and 46 amendments. This was probably the result of the Thanksgiving holiday.

b. FOCI:

NO There were no cases on the docket this past week.

c. Business Justification (BJ) Format:

NO A meeting was held with the Chief, CONIF regarding anomalies in the data concerning "methods of procurement" which are eventually reported in CIA yearend statistics. The data is extracted from the information contained in the BJ. The original system, as now employed, was designed to facilitate capturing data in accordance with the Federal Procurement Data System standard. The anticipated date for resolving the problem is the first week of December.

d. Training:

NO The Office of Logistics (OL) will sponsor an in-house procurement training course at the Chamber of Commerce Building on 5 through 30 January 1987. The course is "Management of Defense Acquisition Contracts (Basic), accredited by the U.S. Army Logistics Management Center, Fort Lee, Virginia, and presented by Eagan, McAllister Associates, Inc. This is considered to be a core course for the Contract Officer Intern Program (COIP) and a basic requirement for contract/procurement officers (CO).

e. Briefings

yes *The office of Logistics briefed the ADDI and*
On 25 November, the Chief, Procurement Management Staff
(PMS), OL, briefed the Associate Deputy Director for
Intelligence and other DI representatives on the

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~~other DI representatives re the Coopers and Lybrand study on 25 November.~~
~~This presentation was also given to the senior COs on the same day. Additionally, at the CO meeting, a briefing was given on the COIP and the role of the team chief in providing on-the-job training to the intern(s). Many COs voiced opposition to the 1-year turnover provision in the program.~~

(2) A meeting was held with senior management officials from OL to review the study performed by OL/PMS on [redacted] perceived problem areas. OL/PMS was tasked with obtaining additional information in the area of compromise arising from the use of unique contract numbers [redacted] procurements, resolving the Remittance Advice Notice (RAN) problem, effecting a program for periodically changing CO aliases, implementing and emphasizing training courses re precontract discussions by CO technical representatives, and providing skills workshops for procurement personnel in sterility codes and sterile addresses. Additionally, OL/PMS was tasked with contacting Supply Division (SD), OL, and requesting a plan be implemented to alleviate the present receiving situation. A meeting was held with the Chief and Deputy Chief, SD/OL on 26 November to convey the problem and request a plan from them. OL/SD is presently reviewing the problem.

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f. Procurement Note (PN) 85, Revision 107:

yes
Data Resources Inc. (DRI, 1750 K Street, N.W., Washington, D.C.) was placed on PN 85 because their accounting system was found to be inadequate for cost-type contracting purposes. Prior written approval to contract with this firm is required regardless of the type of contract contemplated.

3. Upcoming Events

On 2 December, there will be an ACRB meeting with two cases on the docket.

C O N F I D E N T I A L

4 Mgmt Concerns (?)
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NO
b. OL/PMS and CONIF will review the "method of procurement indicator" on the business justification.

C O N F I D E N T I A L